Scatchet Head Community Club Board of Trustees

Board Meeting Minutes

07/08/2026

Board members present: Cynthia Butler, Kat Hiatt, Curtis Price, Kiley Ring, Tracey Warren
On Zoom: Andy O'Donnell, Sandra Anderson

Staff: Maria Reyes

Community Members present: Jordan and Alexandria Boyer

Meeting was called to order at 6:30 PM by President Cynthia Butler. Quorum verified.

Minutes

MOTION to approve April minutes (Tracey, Kiley) PASSED

Community Input

Community input: 3rd of July was really fun. No injuries or fires. Illegal mortars were fired off on Blakely and Casey St. They did stop at midnight July 4.

July 3 ERP tent was appreciated.

Treasurer (Andy)

No June report to walk through, will be provided next week to the board. Maria says she has not had to make any unanticipated payments.

MOTION Tracy / Kylie to approve 2027 budget as presented by Andy. PASSED (all present voted Yea)

Discussion – this includes adjustments made at the last meeting. Andy reminded the Board that the budget is what we have allocated in our plan; we can always adjust during the year.

TASK Andy is going to provide a version of the budget with notes removed for Maria to send out (hard copy) to community for approval.

Office Manager Report (Maria)

Maria is working now to get the annual budget letter and candidate ballot out. Print deadline is tomorrow. We have two people who have expressed interest, but information has not been submitted.

Third of July was a lot of work for staff and board and helpers but was successful.

Pool is busy; many members are using the pool who haven't been using it regularly in the past.

Roads and Bluffs (vacant)

Kat has not been successful getting a speaker from WEAN but will continue to work on it. Kat dropped of some information with Marnie at WEAN. If she can't do a talk soon, Kat will find another speaker.

She is also continuing to talk to Bayview Garden about discounts we could negotiate for bluff-friendly plants.

Maria reported that Mortland and George resurfacing by the County was supposed to start today.

Facilities Committee (Michelle, Kylie)

The Facilities Committee (Michelle Woodward and Marsha Jones) met on **July 2**. No other members attended.

Kylie reported that the quote for bulkhead sidewalk removal and replacement was $19.8K. Any additional required work would be extra, but we don't know what that would be until the concrete top is removed. Kylie will proceed to move this work forward. So far, the existing reserve funds are adequate, but we will know more after the initial work is done.

Entry Sign is on hold until later this summer - the volunteer worker key person is not available. We have materials

Warming Center has been on hold, as other projects have taken precedence. The three committees should get together on this.

Cynthia expressed disappointment there hasn't been more progress on the warming center and that we haven't been able to get a line item in this year's budget. Cynthia reported that she has on her own gathered some information from contractors and the county and provided some estimates to Andy of about $5000. Andy feels it would make more sense to make a more major system that would be part of our facilities and covered by our main facility covered by our reserve funds, after build with funds from our annual budget. Board members representing ERP and Facilities agree that the community needs to decide what we need before we add this to our budget.

Pool (Tracey)

Nothing to report.

Engage the Community (ETC) (Cynthia)

What a wonderful July 3rd Celebration we had this year. So many great Volunteers helped make the evening succeed.

250 hotdogs were served, and dozens of mini cans of pop and bags of chips. The beer and wine was once again graciously donated by Greg Gundel.

Thanks to Curtis and the Emergency Committee who were there to successfully direct traffic and keep car from parking on lower George.

The children and family games were so much fun and lots of laughs.

Thanks to Jordan and Drea for the Emergency Preparedness display and instruction and Nirvana VanHorn-Ream and her sons Evan and Chance for the Music during the Fireworks which is always a great success.

And a huge thank you to Maria, Brian and Raven for spending their time to help with everything running smoothly.

The next planned event is a Community Garage Sale on Labor Day weekend, if enough are participating.

Arch and Plat (Sandra)

Second letters will be sent out soon on several properties that have outstanding issue. Covenant violations work continues. See the item "Covenant violations" under New Business below for more information.

Emergency Response Planning (Curtis)

We had 14 community members participate in our radio drill Thu 7/2.

On the evening of July 3, Jordan had his Emergency Preparedness ambulance and tent set up at the BBQ/Fireworks event, distributing literature. Amelia and Curtis helped guide traffic and parking that evening, with help from Danielle and Maria. An open radio net was held with participation from Jordan, Amelia, Andy, and Alexander and Curtis.

We will next meet on July 11 at 10 am at the Clubhouse.

New Business

Board Recruitment – Currently we are one board member short. Andy is leaving the board when his term is up in August. Kat has agreed to run. There are no current candidates that have come forward. This leaves two open spots to fill. Maria said two individuals have expressed interest.

Annual Meeting – Please send committee slides to Maria for the August 1 Annual meeting. These one or two slides should summarize committee activities of the year to the community members.

George Drive water issues and sinkhole

A sinkhole appeared on George soon before the July 3 party and has been marked with cones so cars can avoid it.

Maria has contacted water district because it looks like the sinkhole is located over the drilling location. Jill has been contacting their engineer and contractors to ask for their preference for action. There is still water coming out on George, King water tested the water coming out – results shared just today that it has chlorine in it. This means the water pooling at the bottom of George is likely from a water main leak. Maria is forwarding all information to the lawyer, Geotech and hydrologist. There is a lot of wet areas and standing water on the grassy area down the hill from George that is preventing Danielle from mowing down there. Currently we are waiting for the SHWD contractors, technicians and engineers to get back to us. Maria says everyone who needs to be notified has been notified.

Covenant violations

Cynthia shared a template of violation report and a confidential status report of current incidents with the Board.

The process is: a report is received, Arch and Plate Committee investigates, and if warranted a notice is sent to the property owner. The Notice of Covenant Violation form has checkboxes to describe the issue, and a section for suggested remedies. The landowner has 30 days to respond, either by correcting the violation or request a hearing. After that, a fine may be levied. The SHCC community does try to help people respond to the violation and can do so more effectively when there is two-way communication with the lot owner.

Board officer elections

Last year, we did not elect officers at our August meeting, which required an emergency meeting to do so in late August. The Board agreed to commit to electing officers at the August 12 meeting.

Board member onboarding

Cynthia shared that traditionally at the September SHCC board meeting, departing board members would meet with new board members and pass their "board books" and pass on information.

Tracey suggested we create an annual "timeline" which says what happens each month. We also need to get information to new board members on issues like the reserve fund.

Meeting adjourned 7:50 pm.

Upcoming board meetings

Sat Aug 1, 9 am – Annual Meeting

Wed Aug 12, 6:30 pm – SHCC Board

All meetings are available on zoom. Link available by email from.

SHCC online calendar: www.scatchetheadclub.com/community-events.html

(signature page below)

Minutes Approved ✓ As Written _____ As approved

_____ Date: 8/12/26